

**U.S. Department of Education
Student Financial Assistance (SFA)
Modernization Partner Program
Task Order 65 Electronic Master Promissory Note (eMPN)**

Project Management/Integration Support Report – March 2001

Purpose of Project Management/Integration Support Report

The report summarizes our weekly accomplishments and any project or contract issues that occurred during the month of March. Attached you will also find the artifacts that reflect our project management support for the E-Sign Mad Dog during the time period of this report.

TO 65 Work Description

SFA is enhancing its systems to support electronic signature of electronic promissory notes. The electronic promissory note initiative will implement SFA published standards for documents collected by SFA. A number of SFA systems will be potentially impacted by these new standards and include the PIN SITE (CPS), Direct Loan Origination System (DLOS), Direct Loan Consolidation System (DLCS), Direct Loan Servicing System (DLSS) and the Debt Collection System (DCS). SFA is seeking Modernization Partner support specifically to integrate technical architecture, coordinate with other initiatives and coordinate the security certification acceptance. SFA intends to support its work on an eMPN by creating and executing project plans to develop, test, accredit and deliver paperless promissory note applications using the SFA PIN Site for user authentication. Previous work defined requirements and developed a business case for submission to the IRB, which was approved.

TO 65 Scope

This task will create and support the project management, security documentation and integration to support the eMPN process system design efforts. The scope includes the planning aspects associated with the eMPN security certification and the associated risk assessment, corrective action plan, security plan and accreditation letter (identifying the risks). Implementation of the security plan is not within the scope of this task order. The scope of this task order also includes project management support including analysis related to the business case for additional data, as requested; this analysis is dependent upon receiving the data from system owners. The scope also includes providing suggestions for FFELP revenue projection; the implementation of the suggestions is not within the scope of this task order.

Weekly Accomplishments

Week ending 3/2/01

- Created timeline of key milestones for E-Sign Mad Dog project
- Consolidated business unit savings estimates for presentation at 3/2 IRB
- Updated 3/2 IRB presentation materials based on DSG comments

- Attended and drafted minutes for weekly Mad Dog Update meeting
- Updated and Consolidated Project Plan for the eMPN Project

Week ending 3/9/01

- Attended and drafted minutes for weekly Mad Dog Update meeting
- Updated and consolidated Project Plan for the eMPN Project

Week ending 3/16/01

- Updated digital document presentation slide
- Attended and wrote minutes for 3/13 FFEL community meeting
- Attended DLO Requirements Gathering meeting
- Updated and consolidated Project Plan for the eMPN Project
- Attended and drafted minutes for weekly Mad Dog Update meeting

Week ending 3/23/01

- Held Kick-Off for the Cost-Benefit Analysis for the eMPN application
- Created outline of Certification and Accreditation workplan
- Completed a workplan for performing a Cost-Benefit Analysis
- Created an outline of the e-Sign documentation for Greg Woods Review
- Created draft of SFA PIN use options for the eMPN site
- Added Consultant to C&A Project
- Updated digital document and Standards mapping
- Updated and consolidated Project Plan for the eMPN Project
- Attended and drafted minutes for weekly Mad Dog Update meeting

Week ending 3/30/01

- Delivered, unofficially, Certification and Accreditation workplan
- Conducted interviews for Cost Benefit Analysis
- Updated and consolidated Project Plan for the eMPN Project
- Attended and drafted minutes for weekly Mad Dog Update meeting
- Updated data elements of electronic note record
- Updated textual mapping of SFA e-sign Standards to DL eMPN process
- Advised client on SFA PIN authentication services options
- Prepared presentation on e-sign issues for COO meeting
- Helped write E-Gov award nomination

Project Issues

Issue: None

Status:

Contract Issues

Issue: Working under Authority to Proceed (ATP).

Status: Await final contract from Mod Partner.